



Bedford County Department of Education

500 Madison Street
Shelbyville, Tennessee 37160-3391
Telephone: 931-684-3284 Fax: 931-684-3289

MEMORANDUM

TO: All Principals and Supervisors

FROM: James Claybourne *JCC*, Human Resource Manager

SUBJECT: ***Worker's Compensation Certified Physicians and Forms***

DATE: August 5, 2015

Any Bedford County Board of Education employee who is injured on the job should **report the injury within 24/48 hours** to their immediate supervisor. The supervisor is responsible for filing a workman's compensation accident form. Forms may be obtained from James Claybourne in the Human Resource Office.

Our insurance company certified the following physicians and/or hospital to attend injured employees:

1. **Heritage Medical Center Emergency Room**
2835 Highway 231 North
Shelbyville, TN 37160
931-685-5433
2. **Dr. Charles Stimpson**
1701 North Main Street, Suite D
Shelbyville, TN 37160
931-685-4060
3. **Dr. Joseph H. Rupard**
883 Union Street
Shelbyville, TN 37160
931-685-1145
4. **Lori Dunnavant**
Essential Family Medicine
1114 North Main Street, Ste A
Shelbyville, TN 37160
931-685-5036

Please post, inform and make this list available to all staff members. In order for an injured employee to be covered by Workman's Compensation insurance **they must see one of the above physicians or go the Heritage Medical Center Emergency room.** The above physicians will refer the employee to a specialist if necessary.
Please send a copy of the first injury report to doctor's office with injured employee!